

Public Value Partnerships PVP FY26-27

Montana Arts Council

Montana Arts Council Public Value Partnerships Guidelines

Who We Are

The Montana Arts Council is a state agency dedicated to developing the creative potential of all Montanans and Montana communities through grants, programs, professional development, and other kinds of support.

About the PVP Program

Public Value Partnerships (PVP) provide operating support for the artistic and educational mission of Montana arts organizations. This program recognizes the public value of strong, relevant organizations in service to their community.

Application Deadline

The application deadline is March 27, 2025 at 11:59 pm. Applications must be submitted online at <https://art.mt.gov/application>

Review Criteria

Public Value partners demonstrate strong operations, stable management, ongoing engagement, and high-quality programming for the communities being served. They do this by:

- Building **relationships** with audiences, funders, community and political leaders.
- Creating greater **relevance** and connection to what has value and meaning to the community.
- Demonstrating a strong **return on investment** that brings meaning, adds vitality, and becomes a catalyst for new ways of thinking, seeing and solving problems in their communities.

Each application is scored against the following criteria:

- Appropriate and sufficient governance, management, and staffing.
- Activities are relevant and responsive to the people and communities for whom they are intended.
- Artistic programs and services align with the mission of the organization.

Award Amounts

Awards are determined based on the number of eligible applicants and the budget available. The tentative award amount will be \$3,000-\$7,000 annually with the opportunity for additional

funding each year depending on agency budget and priorities. MAC may give a funding priority to organizations that provide service to an exceptionally underserved population. Grants must be matched 1:1 with an eligible cash match.

Grant Period

The grant supports activities between July 1, 2025 and June 30, 2027.

Eligible Applicants

All applicants must be one of the following:

- Nonprofit arts organization with an IRS 501(c)(3) ruling, incorporated in Montana and registered and in good standing with the Montana Secretary of State.
- Tribal or university arts program with ongoing outreach programs that significantly extend services beyond the campus.

Requirements

- Formally organized and continuously operating in Montana for a minimum of two years by the beginning of the grant period. Organization compliance will be verified by information on submitted 501(c)(3). Organizations organized and operating in an alternate structure for the past two years (for example, under the umbrella of another organization) need to contact staff to determine eligibility. Tribal or university arts programs must submit a letter with the date the program seeking support was established, signed by the authorizing official.
- A SAM number - System for Award Management is the U.S. government system that helps manage the federal awards process. The Montana Arts Council receives federal funding that requires all grant recipients to have a SAM number. Go to <https://sam.gov> for more information and to apply for a SAM. A SAM number is not required for application but is required before funds can be distributed to your organization. There is never a charge to receive a SAM number. SAM numbers take time. Plan ahead.
- Minimum of one half-time staff member paid as artistic, managerial or education duties, no less than 1040 hours per year at minimum wage or higher.
- A record of arts programs throughout the year.
- A current web presence.
- Compliance with the Americans with Disabilities Act (ADA).
- Organizations may not receive both Statewide Service Organization and Public Value Partnership funding in the same fiscal year.

This program does not fund organizations whose primary focus is a single event, events held over the course of a single day or weekend, or festivals. Consider the Strategic Investment Grant Program. <https://art.mt.gov/sig>

Questions and Accessibility

For questions or concerns about the application process or technical assistance, or to request large-print or alternate format guidelines, contact Kristin Han Burgoyne at kburgoyne@mt.gov or 406-444-6449.

If you do not have reasonable access to a computer or high speed internet connection or have other technology challenges, contact staff for alternatives.

Review Process

MAC funding is highly competitive with more worthy requests than funding available. Take time to develop clear, complete, and compelling materials. Assume the reviewer has no prior knowledge of the organization or program. A past funding record will not assure future funding.

If additional information is required, we will contact you at the email address you provide. Do not submit additional information unless requested.

Applications will be reviewed in the spring of 2025 by eligibility and panel process. This panel will make recommendations to the full body of the Montana Arts Council. The decisions of the Council are final.

All MAC review meetings are open to the public. Applicants will be identified by name and all information submitted is public information.

Applicants must refrain from contacting panel or council members, individually or as a group, before or during the review process. Applicants may attend the panel meeting as observers but will not be allowed to discuss their application.

A summary of panel comments is available to applicants upon request. Applicants are encouraged to contact MAC staff after the review to receive comments, regardless of the outcome of their review. Panel comments can provide insights about effective grant writing and how applications are perceived and understood.

Notification

Applicants will be notified of funding decisions in late June 2025.

Grantee Responsibilities

- Awardees will be asked to acknowledge the governor, local legislators, and congressional representatives in writing.
- All current and prior MAC reporting must be in compliance to receive funding.
- Organizations must maintain eligibility and continued compliance with the Americans with Disabilities Act.
- MAC must be notified in writing within 30 days of changes in leadership or programming.

- Grantees must appropriately credit the Montana Arts Council and the National Endowment for the Arts in materials and announcements related to the supported programming throughout the award period.

Reporting Requirements

Annual reports are submitted online in September of each year.

Report forms ask for information that helps us advocate for future funding and other kinds of support, including:

- Statistical data about audiences and artists participating.
- A narrative summary of programming and accomplishments.
- An overview of contact with state legislators and with U.S. Congressional representatives.
- Images of activities in progress, including the appropriate photo credits and permission to reprint.

Copy Previous Application

The option to copy a previous application is available. Instructions were sent by email to applicants with an existing FY24-25 award. You must carefully update the previous application.

Contact Information

Board Chair First Name*

Character Limit: 50

Board Chair Last Name*

Character Limit: 50

Board Chair Term*

Please provide the beginning and ending dates of the term.

Character Limit: 100

Board Chair Address*

Please do not use the address of the grantee organization.

Character Limit: 250

Board Chair Cell Phone*

Please do not use the phone of the grantee organization.

Character Limit: 50

Board Chair Day Phone*

Please do not use the phone of the grantee organization.

Character Limit: 50

Board Chair Email*

Please do not use the email of the grantee organization.

Character Limit: 150

Eligibility

Active 501(c)3 Status*

Is your 501(C)(3) status active in Montana?

Choices

Yes

No

501(c)3 Documentation*

If you have received previous funding from MAC we have your letter on file.

Choices

501(c)3 letter on file with MAC

501(c)3 letter uploaded below

Organization needs additional assistance

501(c)3 Upload

If the organization 501(c)3 is not on file with MAC, upload it here.

File Size Limit: 3 MB

Half-time Paid Staff*

To be eligible, organizations must have at least a half-time paid executive, artistic or managerial leader.

- Who is this person?
- What is this person's title?
- How many hours per week do they get paid for?
- What is their annual salary?

Character Limit: 500

Year-Round Service*

Does your organization provide arts programs or services on an ongoing basis throughout the year? Please list at least three events and dates that occur at different times of the year to demonstrate your organization's year-round operation.

Character Limit: 1000

Narrative Responses

Application Title*

Brief Working Title

Character Limit: 100

Mission*

Provide the current mission.

Character Limit: 500

Organizational History*

Supply a brief history of the organization, noting key development stages.

Either a narrative response or an upload is acceptable.

Character Limit: 3000 | File Size Limit: 5 MB

Governance, Management, and Staffing*

Describe the structure and management of the organization including the interaction of the board, staff, and community.

Character Limit: 2500

Programs and Activities*

Identify the community that the organization serves.

Character Limit: 1000

Provide an overview of primary program activities.*

Character Limit: 1000

Summarize recent adaptations to remove barriers and increase accessibility.*

Character Limit: 1000

State the current programmatic goals. *

Character Limit: 1000

Relationships, Relevance, Return on Investment*

What evidence do you have that current programs are meeting your community's needs? How do you know your programs are relevant, and worthy of public investment?

Character Limit: 2500

Accessibility*

Describe your accessibility goals, strengths and weaknesses. It is more important to be honest in your assessment than to try to impress us.

Character Limit: 2500

Financials

Use of Funds*

Indicate how the funds will be spent.

Character Limit: 250

The following are **unallowable** costs.

- Entertainment, including amusement and social activities such as receptions, parties, galas, dinners, community gatherings, etc., and any associated costs including food, catering, alcoholic beverages, as well as costs for the planning, staffing, and supplies.
- Funding cash reserve or endowment accounts.
- Home Office Workspace costs.
- Prohibited telecommunications and video surveillance services and equipment. (This does NOT include internet.)
- Purchase of vehicles.
- Regranting.
- Goods for resale, including concessions, promotional merchandise.
- Compensation to foreign nationals, including travel to or from foreign countries (some exceptions).

Review [this list](#) for additional information on costs.

Contact staff if you have questions about allowable and unallowable costs.

All applicants will provide 990's for the TWO previously completed fiscal years.

Please submit only the first 5-10 pages of lengthy 990's.

Universities and organizations that are a sub-set of a larger organization: Please provide information only for your organization.

Upload your previous TWO years of 990's as two separate pdf files in the upload fields below. Then indicate the expenses from each year in the appropriate text fields below.

If you are not required to submit an IRS Form 990, please contact the MAC office for alternatives.

Awards must be matched 1:1 with an eligible cash match.

IRS Form 990 Most Recent Fiscal Year*

Upload the 990 for your most recently completed fiscal year. For example: Fiscal Year 2023.

File Size Limit: 8 MB

What date is at the top of the attached (most recent) 990?*

Choices

2022

2023

Other

Total Cash Expenses Most Recent Fiscal Year*

Total Cash Expenses as reported on the attached 990.

Character Limit: 20

Total Cash Income Most Recent Fiscal Year*

Total Cash Income as reported on the attached 990.

Character Limit: 20

Total In Kind Most Recent Fiscal Year*

Character Limit: 20

IRS Form 990 Older Fiscal Year*

Upload the 990 for the older (of the two years submitted) fiscal years. For example: Fiscal Year 2022.

File Size Limit: 7 MB

What date is at the top of the attached (older) 990?*

Choices

2021

2022

Other

Total Cash Expenses Older Fiscal Year*

Total Cash Expenses as reported on the attached 990.

Character Limit: 20

Total Cash Income Older Fiscal Year*

Total Cash Income as reported on the attached 990.

Character Limit: 20

Total In Kind Older Fiscal Year*

Character Limit: 20

Financial Explanation

Explain any features of your financials that would benefit from more information. (IE outside accounts or funds, sale of assets, deficits, profits, rainy day funds, capital or endowment campaigns, operating budget increases of over 10% per year etc.)

Character Limit: 1500

Additional Information Uploads

Board List*

Upload a list of the current board members with name, city, and professional affiliation. Identify board officers by title and specify their term of service.

File Size Limit: 1 MB

Key Personnel*

Upload a one- or two-page list of key personnel with their qualifications and contributions.

File Size Limit: 3 MB

Supplemental Materials (Optional)

Provide web links to images, audio, video, or press that are specific to the proposal. For example: YouTube, Vimeo, Flickr, or media websites that are not password protected.

Character Limit: 2000

Character Limit: 2000

Character Limit: 2000

Character Limit: 2000

Other Social Media

Please update your social media in your organization profile. Include any additional social media information here.

Character Limit: 1000

Assurances

Did you use "copy previous application"?

Choices

Yes

No

I don't know

Accessibility*

We understand we are to be in compliance with ADA regulations or risk elimination from Montana Arts Council funding.

Choices

I agree

Assurances*

Click Here to read the assurances. Check the box below to certify that you have read and understand the assurances.

Choices

I have read and understand the assurances

Review of Application*

I have clicked on the print application link and looked at the pdf file of my application. I know this is how it will appear to the review committee and all required items appear in the pdf file. I have reviewed the guidelines and understand that my application will be reviewed based on this criteria. I understand that how my application appears when converted to pdf is my responsibility.

Choices

I have reviewed my application

Grant Contact Information*

I have added administrator@grantinterface.com to my contact list.

Choices

Yes

Please type your name in the box below.*

Character Limit: 100

Date*

Character Limit: 10

Signature Verification*

By clicking "I Agree" below and typing my name in the box above, I am authorized to make application on behalf of this individual or organization and the information provided is true and accurate to the best of my knowledge.

Choices

I Agree